

**STATE GOVERNMENT COUNCIL**  
**of the**  
**Nebraska Information Technology Commission**  
Tuesday, May 22, 2012, 10:00 a.m.  
Executive Building - Lower Level Conference Room  
521 S 14th Street, Lincoln, Nebraska  
**MINUTES**

**MEMBERS PRESENT:**

Brenda Decker, Chief Information Officer, Chair  
Carlos Castillo, Administrative Services  
Josh Daws, Secretary of State's Office  
Keith Dey, Department of Motor Vehicles  
Pat Flanagan, Private Sector  
Lori Henkenius, Nebraska Department of Education  
Eric Henrichsen, Department of Health and Human Services  
Kelly Lammers, Department of Banking  
Glenn Morton, Workers' Compensation Court  
Gerry Oligmueller, Budget Office  
Mike Overton, Crime Commission  
Steve Rathje, Department of Natural Resources  
Jayne Scofield, OCIO-Network Services  
Terri Slone, Department of Labor  
Len Sloup, Department of Revenue  
Rod Wagner, Library Commission  
Bill Wehling, Department of Roads

**MEMBERS ABSENT:** Beverlee Bornemeier, OCIO-Enterprise Computing Services; Dennis Burling, Department of Environmental Quality; Dick Clark, Policy Research Office; Mike Calvert, Legislative Fiscal Office; Dorest Harvey, Private Sector; Bill Miller, State Court Administrator's Office; Col. David Sankey, State Patrol; and Bob Shanahan, Department of Correctional Services

**ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION**

Ms. Decker called the meeting to order at 10:00 a.m. There were 16 voting members present at the time of roll call. A quorum existed to conduct official business. The meeting notice was posted to the [NITC website](#) and the [Nebraska Public Meeting Calendar](#) on April 5, 2012. The meeting was rescheduled on May 2, 2012. The agenda was posted to the NITC website on May 18, 2012.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF MINUTES**

Mr. Flanagan moved to approve the [February 9, 2012](#) minutes as presented. Mr. Overton seconded. Roll call vote: Decker-Yes, Castillo-Yes, Daws-Yes, Dey-Yes, Flanagan-Yes, Henkenius-Yes, Henrichsen-Yes, Lammers-Abstain, Morton-Yes, Oligmueller-Abstain, Overton-Yes, Rathje-Yes, Scofield-Yes, Slone-Abstain, Sloup-Yes, and Wehling-Yes. Results: Yes-13, No-0, Abstained-3. Motion carried.

**STANDARDS AND GUIDELINES - RECOMMENDATIONS TO THE NITC\***

Ms. Decker and Mr. Oligmueller noted the importance of submitting the Agency IT Plan and, for any projects included in the agency budget request, the Project Proposal Form.

## **NITC 1-201: Agency Information Technology Plan - [Attachment A \(IT Plan Form\)](#)**

The major change in this form is the addition of Section 1.5 Server Rooms.

### 1.5.1 Server Rooms

Many agencies have invested in dedicated space for housing servers and network equipment. This dedicated space provided close proximity of the equipment to an agency's offices and support staff. During the early years of client/server technology, close proximity offered many advantages and was even essential in some situations. Changes in technology and higher network speeds have eroded the advantages of close proximity to the extent that separate server rooms often represent a duplication of costs and an impediment to good security, reliability, disaster recovery, and efficient operations. The trend in all large organizations is consolidation of servers and data centers. The purpose of this section is to document the number and size of server rooms and encourage planning for use of shared services that would eliminate the need for most server rooms.

## **NITC 1-202: Project Review Process - [Attachment B \(Project Proposal Form\)](#)**

The only changes to this form are updated dates and fiscal years.

**Mr. Dey moved to recommend approval of the revised forms. Mr. Rathje seconded. Roll call vote: Decker-Yes, Castillo-Yes, Daws-Yes, Dey-Yes, Flanagan-Yes, Henkenius-Yes, Henrichsen-Yes, Lammers-Yes, Morton-Yes, Oligmueller-Yes, Overton-Yes, Rathje-Yes, Scofield-Yes, Slone-Yes, Sloup-Yes, Wagner-Yes, and Wehling-Yes. Results: Yes-17, No-0, Abstained-0. Motion carried.**

Both forms have been reviewed by the Technical Panel. Approval by the NITC will take place this summer. No additional changes are anticipated. Mr. Becker will post them on the NITC website so agency can begin using them.

## **UPDATE ON THE RFI FOR THE STATE FINANCIAL SYSTEM**

Carlos Castillo, Director, Administrative Services

The RFI resulted in five responses from three vendors. Very distinct paths were presented. Going forward, Administrative Services has some meetings with agencies to discuss their objectives. Within the next several weeks, vendors will be brought in and agencies will have opportunity to ask questions. After that, Administrative Services will go to the Governor with costs and options. Kay Mencl is the contact person if there are agencies interested in attending the discussion sessions. Information has been sent to agency directors.

## **AGENCY REPORTS AND OTHER BUSINESS**

Mr. Weakly announced that the 12<sup>th</sup> Annual Cyber Security Conference will be held on June 5. Mr. Weakly also noted that on July 9 the FBI and Homeland Security will be taking down certain DNS servers which have been under their control since a malware issue necessitated their intervention. There should be no impact to state agencies, which are required to use state DNS servers.

Ms. Decker informed the Council that the Auditor's IT audit has been completed and it has been posted on their website. Agencies were thanked for the assistance.

On May 24, an ECM Workshop will be held at the Cornhusker Hotel.

## **PRESENTATION: [DEPARTMENT OF ROADS' ACCIDENT RECORDS SYSTEM USING ECM](#)**

Bill Wehling and Robin Goracke, Department of Roads

Mr. Goracke provided the presentation to demonstrate the document and work flow of the accident report system including approval routing.

**ADJOURNMENT**

**Mr. Rathje moved to adjourn. Mr. Wehling seconded. All were in favor. Motion carried.**

The meeting was adjourned at 11:05 a.m.